FVTC’s ONE STOP SHOP EXHIBITOR APPLICATION

Booth Fees: It is $50 per booth. Number of booths _____ x $50 = _____.
Electricity is $5.00. Please check _____YES _____NO.
Your total cost: $ ____________________________
Please send one check with the application to cover all applicable fees.

Make checks payable to: FVTC Foundation. (In the memo write: Seeds of Hope)

Preferred Booth Size: _____ 8’ x 10’, _____ 10’ x 8’, or _____ Hallway

Raffle Item Description: ____________________

Jurrying: Please enclose 3 photos of your work with application, if you have not previously participated in One Stop Shop. (See Jurrying.)

Artist Name: ____________________________________________
Business Name: __________________________________________
Address: ________________________________________________
City/State/Zip: ___________________________________________
Phone: __________________________________________________
Email: ___________________________________________________
Description of Work: ______________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

I have read and understand the rules outlined in this brochure and agree to abide by them. I assume all responsibility for my display and release Fox Valley Technical College, FVTC Foundation, the Seeds of Hope Giving Circle committee, its officers, and agents from any loss, damage, or physical injury during the One Stop Shop Craft Fair.

Signature:__________________________________________ Date:__________________________

Complete and return application to: Attn: Jan Case
Seeds of Hope Giving Circle
Fox Valley Technical College
1825 N. Bluemound Dr.
P.O. Box 2277
Appleton, WI 54912

FVTC’s ONE STOP SHOP
— 4th Annual —
Holiday Art & Craft Fair
Saturday, November 22, 2014
9 a.m.—3 p.m.
Fox Valley Technical College
1825 N. Bluemound Dr., Appleton

Sponsored by
FVTC Seeds of Hope Giving Circle
Proceeds will provide emergency assistance to FVTC students.

www.fvtc.edu/seedsofhope
Eligibility:
Participation is open to all artists/crafters 18 years of age and older who personally hand-make all products for sale in his/her booth.

All items must be handcrafted. No commercially made products will be accepted. Artwork must be original in concept and design. You may use non-copyrighted patterns, kits and/or molds, but may not use any portion of buy/sell products.

Due to space, duplicate entries may not be accepted.

Jurrying:
All artists/crafters will be juried. Submit three recent photos of the products you will be selling, if you have not previously participated.

Photos will not be returned.

The SoH committee reserves the right of approval of all merchandise. If the display items do not match the quality of work shown in the photos or include prohibited items, the vendor will be asked to leave the fair.

Confirmation of your acceptance will be emailed to you when your application is received.

Booth Fee(s):
A non-refundable fee of $50 is required for each exhibit space; approximately 8’ x 10’ or 10’ x 8’. Every effort will be made to accommodate reasonable requests.

Entry fee will be returned if your entry is not accepted.

There is an additional $5 per space if electricity is needed.

Two tables will be available for each booth. Table size approximately 2’ x 5’. OR - Exhibitor may bring in own tables.

Two chairs will be provided per booth.

Makes checks payable to: FVTC Foundation. In the memo write: Seeds of Hope

Set-up:
You may set up your booth on either Friday, November 21, from 4-7 p.m. or Saturday, November 22, from 6:30-8:30 a.m.

Exhibitors must check in by 8 a.m. on Saturday to guarantee booth space.

Each registrant is responsible for setting up, attending, and taking down displays.

Parking:
Is permitted near the building while unloading; but, vehicles must be moved to the designated parking area by 8:30 a.m.

Failure to do so will affect your acceptance at future One Stop Shop Events.

Donation:
We ask that you donate an item of your work to help raise money for the Seeds of Hope student emergency fund. Please indicate this item on your application.

Your item will be collected on Saturday, November 22, during set-up.

Questions:
Contact Jan Case at (920)735-2497 or casej@fvtc.edu or visit fvtc.edu/seedsofhope

Display:
Exhibitors will be responsible for creating an attractive display.

All tables must be skirted to the floor. Boxes must not be showing.

Displays must be contained within the exhibit space.